Approved for Release: 2024/12/17 C06942809

9 September 1953

MEMORANDUM FOR: NEA/CADM

SUBJECT: Recommendation for Promotion - Elizabeth Sudmeier

1. Miss Sudmeier has been on duty with the Agency since April 1947 and with NEA since October 1951. During her tour of duty with this Branch she has acted as PP Operations Officer and has been in charge of the [redacted] for approximately the last year. In the summer of 1952 she attended [redacted] and later traveled through the Area. She is scheduled to begin operational training on 14 September. (b)(3) (b)(3) (b)(3)

2. Miss Sudmeier, for some period of time, has been the sole PP operations officer engaged full-time on the [redacted] desk. She has ungrudgingly worked long hours to keep up with the details involved in this job. In 1952 she lost a considerable amount of leave and will probably lose an additional amount this year. Nevertheless, she has accepted any and all tasks assigned her without complaint and has carried out her duties capably, quietly and efficiently. Her mature consideration of all the operational facets involved in her work has demonstrated an operational acumen which belies her lack of formal operational training; her attention to detail and her ability to express her ideas clearly and coherently in reports and dispatches rank with the best in the Branch and, we believe, with the best in the Division. She is devoted to her work, loyal, industrious and a definite asset to the Agency. (b)(3)

3. I recommend most strongly that Miss Sudmeier be promoted to grade GS-11 and that this promotion be processed in time to permit us to present it to her upon her return from Phase I of her training (about 2 October).

[redacted] (b)(3) (b)(6)

[redacted] (b)(3) (b)(6)

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